

# Board Meeting Agenda

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Call to order at 6:04 pm

## Agenda:

1. Attendance -- Craig, Me, Carl, Zach, Charity, Lejla, Phil, Norm, and Jim (quorum is achieved)
2. Housekeeping
  - a. Approval of last month's minutes  
<https://drive.google.com/file/d/1QfvyjWmKdmvzCZJbOt5YpzvO0SoGBCHo/view?usp=sharing>
  - b. Charity moves to approve 6:05 pm
  - c. Carl / Lejla seconded
  - d. Motion carries
  - e. Approval of new Board members
    - i. Zach Van Cleave - Dir Publications
    - ii. Any others? There were no others mentioned
    - iii. Motion to approve Zach -- Charity -- 6:12 pm
    - iv. Jim / Leja seconds
    - v. Motion carries
    - vi. Charity will send Zach's email to Lejla so we can get him set up and then also email Chima to update the website.
3. Strategic Planning requests/updates
  - a. No requests for a Board vote from Feb meeting.
  - b. Lynn still needs to send out the notes.
4. Department Updates
  - a. VP Operations
    - i. Chapter meeting and book club are posted on website - communications are ready to be sent. April's chapter's meeting is also up on website.
    - ii. About 14 people joined the Book Club.
    - iii. Chima is regularly updating the website with changes (he is rocking it!)
    - iv. Volunteer form -- the Google form goes to NiJay's personal drive -- we need to get that changed to the Chapter's Google drive -- Lejla will get the list of people who have signed up so far and get a copy to Carl and work on getting that to the PMI addy instead of NiJay's. Google forms usually sends all of the info to the Google Drive, we need to look into

# Board Meeting Agenda

---

setting an alert so that Dir of Volunteers knows that a new volunteer has submitted information.

- v. Check with Chima on fixing the email addy on the bottom of registration emails.
- b. VP Prof Dev
  - i. Chapter Meetings
    - 1. Volunteers for Chapter meeting
    - 2. Kevin Kush is next week!!
  - ii. Professional Development Day -- Sept 23-24, 2021
    - 1. We need to have a conversation about sponsors
    - 2. We need to talk about budget
  - iii. Book Club
    - 1. Usually last Monday of the month
    - 2. Currently 15 people registered
  - iv. Special Events
- c. VP Finance
  - i. 2021 Budget approvals
  - ii. Lynn will resend to the Board and ask for a vote via email
- d. VP Marketing
  - i. Marketing Campaigns
  - ii. Introduce Zach VanCleave and move to induct him as the Director of Publications
  - iii. 29 people signed up for March Chapter meeting
- e. VP Membership & Volunteerism
  - i. Membership -- we are hanging around the 650 mark and it's not growing
  - ii. Need to find a Dir of Military Engagement
  - iii. Jim won't be at April's board meeting
  - iv. Are we ok with non-members volunteering with us?
    - 1. Overall, non-members cannot serve on the Board, but they can help us with various activities
  - v. "Doing Good with Data" -- potential partnership with them
- f. Trustees
  - i. Policies & Procedures Manual: completed draft of Nominations & Elections; working on Annual Report and Audit next
  - ii. Outreach: attended free Wicked Problem Solving (WPS) webinar; sent invite to Drake University and Ankeny Orbis contacts; following up with

# Board Meeting Agenda

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PMI to see if educational institutions can get trial/discounted version of WPS online course to determine usefulness to their programs/curricula

- g. **Past President**
  - i. Can you ask chima to make sure we have a call for volunteers to serve on the nominating committee? I would like to bring candidates to the April Board meeting to be approved by the board.
  - ii. Charity has done two blogs on volunteers -- we've gotten four responses
- h. **President-Elect**
- i. **President**
  - i. People should be able to get into Component System/CCP
    - 1. If you can't, let me know.
- 5. **Any other new Business**
  - a. Sponsors 2019 -- Wellmark -- Grinnell Mutual -- John Deere
    - i. Carl will talk with Lynn off-line
- 6. **Motion to Adjourn**

Meeting adjourned at 7:46 pm.